

Section 2

Functions of the Committee on Accreditation

The functions, membership and appointment of the Committee on Accreditation are set forth in Education Code Section 44373 and this section.

A. Functions of the Committee on Accreditation

- 1. Comparability of Standards.** In accordance with Section 3 of this *Framework*, the Committee determines whether standards submitted by institutions under Option 2 (National or Professional Program Standards) or Option 3 (Alternative Program Standards), taken as a whole, provide a level of program quality comparable to standards adopted by the Commission under Option 1 (California Program Standards). If the Committee determines that the proposed standards are collectively comparable in breadth and depth, when taken as a whole, to the Commission-adopted standards, the Committee on Accreditation may approve the proposed standards as Program Standards in California.
- 2. Initial Accreditation of Programs.** The Committee reviews proposals for the initial accreditation of programs submitted by institutions that have been determined eligible by the Commission. New programs of educator preparation may be submitted under Options One, Two, or Three in Section 3. If the Committee determines that a program meets all applicable standards, the Committee grants initial accreditation to the program.
- 3. Continuing Accreditation Decisions.** After reviewing the recommendations of accreditation teams and the responses of institutions, the Committee makes decisions about the continuing accreditation of educator preparation institutions and programs, consistent with Section 6 of this *Framework*. Pertaining to each institution, the Committee makes one of three decisions: Accreditation, Accreditation with Stipulations, or Denial of Accreditation.
- 4. Accreditation Procedures.** Consistent with the terms of Section 6, the Committee recommends appropriate guidelines for self-study reports and other accreditation materials and exhibits to be prepared by institutions. The Committee also adopts guidelines for accreditation team reports, which emphasize the use of narrative, qualitative explanations of team recommendations. The Committee may provide additional guidance to institutions, teams and the Executive Director regarding accreditation visit procedures. The procedural guidelines of the Committee are published by the Commission as an *Accreditation Handbook*.
- 5. Monitor the Accreditation System.** The Committee monitors the performance of accreditation teams and oversees other activities associated with the accreditation system.
- 6. Annual Reports, Recommendations and Responses.** The Committee presents *Annual Accreditation Reports* to the Commission. *Annual Reports* include standard information about the dimensions and results of the accreditation process. The Committee also advises the Commission about policy changes to improve the quality and integrity of the accreditation process.

7. **Meet in Public Sessions.** The Committee conducts its business and makes its decisions in meetings that are open to the public, except as provided by statute.
8. **Evaluation of Accreditation Policies and Practices.** The Committee shares responsibility with the Commission for the on going evaluation and monitoring of the effectiveness of the accreditation system. Evaluation and monitoring of the system as well as modification to that system will be conducted in a manner consistent with Section 8 of this Framework.

B. Membership of the Committee on Accreditation

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1. **Membership Composition.** The Committee consists of twelve members. Six members are from postsecondary education institutions, and six are certificated professionals in public schools, school districts, or county offices of education in California. Selection of members is based on the breadth of their experience, the diversity of their perspectives, and "their distinguished records of accomplishment in education" (Education Code Section 44373-a). All members serve as members-at-large. No member serves on the Committee as a representative of any organization, institution, or constituency. To the maximum extent possible, Committee membership is balanced according to ethnicity, gender, geographic regions and across credentials awarded by the Commission. The Committee includes members from elementary and secondary schools, and from public and private postsecondary institutions. The elementary and secondary school members include certificated administrators, teachers, and at least one member involved in a professional educator preparation program. The postsecondary members include administrators and faculty members, both of whom must be involved in professional educator programs.
2. **Membership Criteria.** The criteria for membership on the Committee are: evidence of achievement in the education profession; recognized professional or scholarly contributions in the field of education; recognition of excellence by peers; experience with and sensitivity to issues of human diversity; distinguished service in the field of educator preparation; knowledge of issues related to the preparation and licensing of education professionals; length of professional service; and possession of appropriate educational degrees and professional credentials.

C. Appointment of the Committee on Accreditation

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1. **Nominating Panel and its Selection.** A Nominating Panel of four distinguished members of the education profession in California shall submit nominations of individuals to serve on the Committee on Accreditation. The Nominating Panel is comprised of two educators appointed by the Committee on Accreditation and two educators appointed by the Commission. Each entity will appoint one college or university member and one elementary or secondary school member to the Nominating Panel. The terms of Nominating Panel members are four years long. Members of the Panel may not serve more than one term.
2. **Nomination of Committee on Accreditation Members.** To select members for the Committee on Accreditation, a vacancy notice is posted on the CTC website and nominations are solicited, in writing, from a broad base of professional organizations, agencies, institutions, and individuals in education. Each nomination must be submitted with the

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consent of the individual. A written endorsement from the nominee's employer confirming understanding of and agreement to the nominee's participation on the Committee must be submitted (CTC provides travel, per diem, and substitute reimbursement, if needed). The nominee's professional resume must be submitted. Self-nominations are not accepted.

3. **Selection of Committee Members.** Based on the membership criteria and the principles of balanced composition set forth in this section, the Nominating Panel recommends for appointment highly qualified nominees who are drawn equally from colleges and universities and elementary and secondary schools. The Nominating Panel recommends applicants equal to twice the number of vacancies. The Commission selects and appoints the members and alternate members of the Committee by selecting from the nominations submitted by the [Nominating](#) Panel.

4. **Terms of Appointment.** The Commission appoints members of the Committee on Accreditation to four-year terms. A member may be re-nominated and reappointed to a second term of four years. A member may serve a maximum of two terms on the Committee.

5. **Committee Vacancies.** When a seat on the Committee becomes vacant prior to the conclusion of the member's term, the Executive Director fills the seat for the remainder of the term by appointing a replacement from the list of alternate members.

6. **Transition from Accreditation Framework (1995) to the revised Framework (2005) as it applies to Committee membership.** In the first year of the implementation of the revised Framework, [six](#) new members will be appointed to the Committee, [two](#) for four year terms and [two](#) for three year terms. [Six](#) members of the prior Committee will continue to serve, three for one additional year and three for two additional years.

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